

**BOARD OF ADA COUNTY COMMISSIONERS  
MINUTES OF THE OPEN BUSINESS MEETING  
TUESDAY, JANUARY 26, 2016  
9:00 A.M.**

The Board of Ada County Commissioners (Board) met this date in an Open Meeting in the Commissioners' Conference Room of the Ada County Courthouse Complex to act on the following items. Staff members present: Phil McGrane, Clerk's Office; Bob Perkins, Rusty McNeill, Alyssa Mitchell and Robin Swaney, Procurement; Larry Maneely, Commissioners' Office; Scott Williams, Operations; Brian Wilbur, Weed and Pest; Gary Matta, Treasurer's Office; Jessica Donald, Communications; Heather McCarthy and Cory Nielsen, Prosecutor's Office; Bethany Calley and Kim Osborn, Human Resources; Darby Weston, EMS; and Megan Leatherman, Development Services. Minutes Recorder: Judy Morris.

---

**I. IN THE MATTER OF CALL TO ORDER:**

Commissioner Jim Tibbs called the meeting of the Ada County Commissioners to order at 9:00 a.m.

**II. IN THE MATTER OF ROLL CALL:**

Commissioners Jim Tibbs, Rick Yzaguirre and David L. Case were present.

**III. CHANGES TO THE AGENDA:**

There were no changes to the agenda.

**IV. UNFINISHED BUSINESS:**

- Procurement
  - Final Rankings and Request to Enter Fee Negotiations for RFQ 16019, Architect Services for Ada County Weed and Pest Addition 2016 (*Tabled from 1/19/16*)

**ACTION: D. CASE MOVED TO REMOVE THE UNFINISHED BUSINESS FROM THE TABLE FOR CONSIDERATION. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

B. Perkins advised the Board that the Evaluation Committee has completed its evaluation of the proposals, and submitted their final rankings for the Board's consideration. R. Yzaguirre read the final rankings into the record.

**ACTION: R. YZAGUIRRE MOVED TO ACCEPT THE FINAL RANKINGS AS SUBMITTED BY THE EVALUATION COMMITTEE FOR RFQ 16019, ARCHITECT SERVICES FOR ADA COUNTY WEED AND PEST ADDITION 2016, AND AUTHORIZE THE COMMITTEE TO ENTER INTO CONTRACT NEGOTIATIONS BEGINNING WITH THE NUMBER ONE RANKED FIRM. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

**V. NEW BUSINESS:**

- 1. Procurement
  - a. Opening of RFP 16016, Ada County Medical TPA

B. Perkins provided the Board six responses to RFP 16016. He requested the names of each bidder be read into the record. J. Tibbs read the requested information into the record.

B. Perkins requested the award of RFP 16016 be tabled to March 1, 2016, to allow the Evaluation Committee time to assess the proposals.

**ACTION: D. CASE MOVED TO TABLE THE AWARD OF RFP 16016, ADA COUNTY MEDICAL TPA, TO MARCH 1, 2016. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

- b. Opening of RFP 16017, Ada County Dental TPA

B. Perkins provided the Board six responses to RFP 16017. He requested the names of each bidder be read into the record. J. Tibbs read the requested information into the record.

B. Perkins requested the award of RFP 16017 be tabled to March 1, 2016, to allow the Evaluation Committee time to assess the proposals.

**ACTION: R. YZAGUIRRE MOVED TO TABLE THE AWARD OF RFP 16017, ADA COUNTY DENTAL TPA, TO MARCH 1, 2016. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

- c. Opening of RFP 16020 Ada County Jail Security System Security Electronics Contractor Pre-Qualification

B. Perkins provided the Board seven responses to RFP 16020. He requested the names of each bidder be read into the record. J. Tibbs read the requested information into the record.

B. Perkins requested the award of RFP 16020 be tabled to February 9, 2016, to allow the Evaluation Committee time to assess the proposals.

**ACTION: D. CASE MOVED TO TABLE THE AWARD OF RFP 16020, ADA COUNTY JAIL SECURITY SYSTEM SECURITY ELECTRONICS CONTRACTOR PRE-QUALIFICATION, TO FEBRUARY 9, 2016. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

- d. Opening of RFQ 16023 Architectural Services for Drivers License Remodel

B. Perkins provided the Board two responses to RFQ 16023. He requested the names of each bidder be read into the record. J. Tibbs read the requested information into the record.

B. Perkins requested the award of RFQ 16023 be tabled to February 2, 2016, to allow the Evaluation Committee time to assess the proposals.

**ACTION: R. YZAGUIRRE MOVED TO TABLE THE AWARD OF RFQ 16023, ARCHITECTURAL SERVICES FOR DRIVERS LICENSE REMODEL, TO FEBRUARY 2, 2016. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

## 2. Resolutions

- Resolution No. 2114 - Resolution to Abandon the Old Eckert Road Easement Regarding Harris Ranch

D. Case explained that the resolution is not ready, but that he wanted to discuss the matter further.

J. Tibbs opened the public hearing.

D. Case discussed the history relating to this easement. He advised that Staff has been directed to work with Harris Ranch to obtain an accurate legal description to finalize the resolution and document to abandon the easement.

J. Tibbs closed the public hearing.

**ACTION: D. CASE MOVED TO ABANDON THE OLD ECKERT ROAD EASEMENT, INSTRUCT LEGAL AND DEVELOPMENT SERVICES STAFF TO OBTAIN THE PROPER LEGAL DESCRIPTION FOR THE ABANDONMENT; AND THEN RATIFY THIS ON FEBRUARY 2, 2016. R. YZAGUIRRE SECONDED.**

**DISCUSSION: R. YZAGUIRRE STATED THIS HAS BEEN THE PLAN FOR AS LONG AS HE CAN REMEMBER AND HE IS IN SUPPORT OF THE MOTION.**

**ACTION: D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

3. Licenses (*Authorize the Chairman to Sign*)a. Catering Permits (2)

1. The Curb Bar & Grill at Barber Park Event Center for Kim Ross Parent's 60th Anniversary, February 13th from 11am to 11pm
2. The Curb Bar & Grill at Barber Park Event Center for Karissa Schultz & Paul Davis Wedding, February 14th from 11am to 11pm

b. New Licenses (4)

1. Johnson Floral & Décor, 6712 N. Glenwood St., Boise, Beer/Wine
2. Homestead Bar & Grill, 6275 N. Linder Rd., Ste. 100, Meridian, Beer/Liquor
3. Tin Roof Tacos, 115 Broadway, Boise, Beer/Wine
4. Sakana Sushi Bar & Grill, 7107 W. State St., Garden City, Beer/Wine

c. License Transfers

- Taters, 801 W. Main St., Boise, Ste. 105, Boise, Beer/Wine

P. McGrane stated that the required fees were paid and the paperwork was in order and awaiting signature.

**ACTION: R. YZAGUIRRE MOVED TO APPROVE THE LICENSES AS LISTED ON THE AGENDA INCLUDING TWO CATERING PERMITS, FOUR NEW LICENSES AND ONE LICENSE TRANSFER; AND AUTHORIZE THE CHAIRMAN TO ELECTRONICALLY SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

## 4. Auditor's Office

P. McGrane advised that the March 8th election is underway. He stated that federal funding of \$532,000 towards the new election system was approved, which will decrease the amount to be funded from the General Fund to approximately \$200,000.

## 5. Claims Journal

- January 22, 2016

**ACTION: D. CASE MOVED TO AUTHORIZE PAYMENT OF CLAIMS ON THE CLAIMS JOURNAL DATED JANUARY 22, 2016. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

## 6. Personnel Action Forms (9 Conditional Pay Increases; 1 Disciplinary Action; 1 Introductory Period Completion Pay Increase; 3 Leaves with Pay; 1 Longevity Increase/Sheriff's Pay Plan; 1 Miscellaneous; 4 Promotions; 1 Reclassification; 5 Salary Increases and 1 Step Increase/Sheriff's Pay Plan)

**ACTION: R. YZAGUIRRE MOVED TO APPROVE THE PERSONNEL ACTION FORMS AS LISTED ON THE AGENDA INCLUDING 9 CONDITIONAL PAY INCREASES; 1 DISCIPLINARY ACTION; 1 INTRODUCTORY PERIOD COMPLETION PAY INCREASE; 3 LEAVES WITH PAY; 1 LONGEVITY INCREASE/SHERIFF'S PAY PLAN; 1 MISCELLANEOUS; 4 PROMOTIONS; 1 RECLASSIFICATION; 5 SALARY INCREASES AND 1 STEP INCREASE/SHERIFF'S PAY PLAN; AND THAT THE SUMMARY SHEET REMAIN ON FILE IN THE COMMISSIONERS' OFFICE. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

## 7. Assessor's Office - No Report

## 8. Chief of Staff - No Report

9. Development Services (*Authorize the Chairman to Sign*)

- 2016 Idaho Fire Code Official Renewal Applications

**ACTION: D. CASE MOVED TO APPROVE THE 2016 STATE FIRE CODE RENEWAL APPLICATIONS FOR DEVELOPMENT SERVICES STAFF; AND AUTHORIZE THE CHAIRMAN TO SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

10. Volunteer Board Appointments

- Appointment of Marshall Poe to the Historic Preservation Council, Term to Expire February 17, 2018

**ACTION: R. YZAGUIRRE MOVED TO APPOINT MARSHALL POE TO THE HISTORIC PRESERVATION COUNCIL TO FILL AN UNEXPIRED TERM, EXPIRING FEBRUARY 17, 2018. D. CASE SECONDED.**

**DISCUSSION: D. CASE STATED THERE WERE TWO VERY GOOD APPLICANTS FOR THIS POSITION.**

**ACTION: R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

11. Weed and Pest (*Authorize the Chairman to Sign*)

a. Releases of Lien (3)

- |                          |             |
|--------------------------|-------------|
| 1. Eagle Gravel, Inc.    | 2014-077936 |
| 2. Eagle Gravel, Inc.    | 2014-077935 |
| 3. Dalmeida Family Trust | 2014-097753 |

**ACTION: D. CASE MOVED TO APPROVE THREE RELEASES OF LIEN FOR WEED & PEST AS LISTED ON THE AGENDA; AND AUTHORIZE THE CHAIRMAN TO SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

b. Annual NPDES Reports (*Authorize Brian Wilbur to Submit the Reports Electronically*)

1. 2015 Mosquito Abatement NPDES Report
2. 2015 Weed Control NPDES Report

**ACTION: R. YZAGUIRRE MOVED TO AUTHORIZE BRIAN WILBUR, DIRECTOR OF WEED, PEST AND MOSQUITO ABATEMENT, TO ELECTRONICALLY SUBMIT THE 2015 ANNUAL NPDES REPORTS FOR MOSQUITO ABATEMENT AND WEED CONTROL. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

12. Parks and Waterways (*Authorize the Chairman to Sign*)

- Barber Park Education and Event Center
- Laurel Morgan, Morgan/Ditto Wedding & Reception, September 3, 2016

**ACTION: D. CASE MOVED TO APPROVE THE ONE BARBER PARK EDUCATION AND EVENT CENTER AGREEMENT AS LISTED ON THE AGENDA; AND AUTHORIZE THE CHAIRMAN TO SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. R. YZAGUIRRE SECONDED. D. CASE, AYE, R. YZAGUIRRE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

13. Agreements (15) (All Agreements FY16 Unless Otherwise Noted) (*Authorize the Chairman to Sign the Appropriate Documents*)


- a. Agreement No. 11493 - Memorandum of Agreement Between Ada County and Malheur County for Temporary Detention and Maintenance for Juveniles at the Ada County Juvenile Detention Center
- b. Agreement No. 11494 - Agreement Between Ada County and Idaho Legal Aid Services for the Use of Office on Violence Against Women Grant Funds Related to Elder Abuse Issues

- c. Agreement No. 11495 - Agreement Between Ada County and Amy Sheaffer, LMFT for the Use of Office on Violence Against Women Grant Funds Related to Elder Abuse Issues
- d. Agreement No. 11496 - Agreement Between Ada County and Robby Johnson, LCPC for the Use of Office on Violence Against Women Grant Funds Related to Elder Abuse Issues
- e. Agreement No. 11497 - Agreement Between Ada County and Helene Belanger, LCPC for the Use of Office on Violence Against Women Grant Funds Related to Elder Abuse Issues
- f. Agreement No. 11498 - Agreement Between Ada County and Technology Unlimited for Automatic Payment Processing System
- g. Agreement No. 11499 - Agreement Between Ada County and Gonzaga University, School of Nursing and Human Physiology, for Clinical Experiences at the Jail
- h. Agreement No. 11500 - Agreement Between Ada County and University of Idaho for Annual 4H Know Your Government Event on February 15, 2016
- i. Agreement No. 11500-1-16 - Addendum Agreement Between Ada County and University of Idaho for Annual 4H Know Your Government Event on February 15, 2016
- j. Agreement No. 11501 - Agreement Between Ada County and Insight Architects, PA, for Professional Consulting Services for New Drug Treatment Facility
- k. Agreement No. 10675-2-16 - Renewal Agreement Between Ada County and Taser International, Inc. for Purchase and Personal Service for On Body Video System
- l. Agreement No. 10864-1-16 - Amendment Agreement Between Ada County and Qwest Corporation d/b/a CenturyLink QC for Enhanced 9-1-1 Services
- m. Agreement No. 10865-1-16 - Amendment Agreement Between Ada County and Qwest Corporation d/b/a CenturyLink QC for Public Safety Product Maintenance and Services
- n. Agreement No. 10866-1-16 - Amendment Agreement Between Ada County and Qwest Corporation d/b/a CenturyLink QC for Wireless Enhanced 9-1-1 Services
- o. Agreement No. 10876-12-16 - Confidentiality Agreement for Imagesoft Employee, Chandra Balakrishnan, for the Information Technology Department

**ACTION: R. YZAGUIRRE MOVED TO APPROVE THE 15 AGREEMENTS AS LISTED ON THE AGENDA; AND AUTHORIZE THE CHAIRMAN TO SIGN THE APPROPRIATE DOCUMENTS ON BEHALF OF THE BOARD. D. CASE SECONDED. R. YZAGUIRRE, AYE, D. CASE, AYE, AND J. TIBBS, AYE. THE MOTION CARRIED UNANIMOUSLY.**

**VI. IN THE MATTER OF RECESS:**

There being no further business to come before the Board at this time, the meeting was recessed at 9:36 a.m.

  
Jim Tibbs, Chairman

ATTEST:

  
Christopher D. Rich, Ada County Clerk